

INDIANA STATE BOARD OF ANIMAL HEALTH

Animal/Food Science Student Intern

Incumbent works for the State Board of Animal Health performing work related to BOAH animal health, food safety and emergency planning programs. Incumbent's duties may involve a combination of office and field work related to any one of these programs under the supervision of a BOAH Program Executive or area veterinarian.

I. DUTIES

Performs a variety of variety of tasks related to database maintenance and reporting designed to improve the ability of BOAH Directors to better manage specific animal health, food safety and emergency planning programs.

Performs selected regulatory inspections related to animal health, food safety, and Biosecurity under the supervision of a program director or veterinarian.

Under the supervision of a BOAH veterinarian assists with the collection of samples from livestock and other animals and prepares specimens for shipment and laboratory testing.

Performs other animal health, food safety and biosecurity tasks often interfacing with producers and other value added program participants..

Maintains the security and up keep of all state and federal equipment used in the accomplishment of daily activities.

Maintains and submits a variety of records and reports on all phases of activities.

Other duties as assigned.

II. KNOWLEDGE REQUIRED BY THE POSITION

Specialized knowledge of animal husbandry as would be gained through a college animal science curriculum

and

Ability to identify selected normal and abnormal animal conditions based upon physical examination as learned through a regular course of study in a college animal science curriculum.

Or

Specialized knowledge of food science as would be gained through a college animal science curriculum and

Ability to identify selected acceptable and unacceptable food safety based upon physical examination as learned through a regular course of study in a college animal science curriculum.

And

Ability to learn and perform tissue/serum sample collections.

General knowledge of pertinent Federal and State laws and regulations.

Ability to secure compliance with laws and regulations firmly, tactfully, and impartially.

Ability to establish and maintain effective working relationships with associates, farmers and livestock operators, local, state and federal government representatives, and the general public.

Ability to communicate tactfully and firmly with a variety of different people encountered on the job in an effective manner.

Ability to use current technology in the performance of the assigned duties including laptop computers, standard office software, digital cameras, GPS devices, etc.

Possess a current motor vehicle operator's license.

Must be enrolled in and in good standing and in the fourth year of accredited program leading to a Bachelor of Agricultural Science Degree.

III. DIFFICULTY OF WORK

Assignments involve a variety of problems in the field of animal health, food safety and biosecurity planning. Many animal health and food safety inspections follow standardized procedures to identify abnormal conditions. Judgment, however, is exercised in determining if the health of animals or safety of food complies with acceptable standards. Incumbent exercises judgment in applying Federal and State guidelines and regulations. Incumbent carries out assignments under the general supervision of the Board of Animal Health to insure that the programmatic goals and policies of the agency are accomplished. Incumbent may refer a problem to a BOAH director or veterinarian. Assignments may be in either an office or formal laboratory setting or in a field setting, e.g. exhibition, farm, food plant, etc. Overtime and weekend work may be necessary. Instate travel may necessitate overnight stays away from home.

IV. PERSONAL WORK RELATIONSHIPS

Incumbent must work tactfully with veterinarians, local, state and federal regulatory personnel, animal health specialists, animal owners, managers, agents, dealers, and the public in order to obtain their cooperation. These contacts are regular and recurring and require cooperative problem solving.

V. SPAN OF CONTROL

It is not expected that the incumbent will have any leadership responsibilities.